Steltronic Focus

User Manual

Manage BLS Leagues With Focus

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General Information about T& L (Tournament & Leagues)

The Focus program manages competition-bowling events which tournament and leagues using a specific plug-in module called Tournaments (sometimes renamed by users as "Leagues").

The **league** is a sort of "multiple bowling event"; a league is composed of varying game sessions called "weeks", league bowlers (depending on country) play xx games using a variable handicap calculated on their average that changes during the season.

The **Tournament events** are "special competition events", a tournament begins with the qualifications and finishes with a final match. Tournaments vary by country, for most of them the Focus program provides a template for lane assignments, team roster and Series – games. A big tournament is usually split into multiple sessions.

The tournament and some kinds of leagues can be played as "Single players" or "by Team": the difference between single player and team is just the way the scores must regrouped and how to calculate totals, averages and handicaps:

- In a team competition, the sum of the bowler's average defines the team average
- In a team competition, the team handicap could be calculated as a sum of the bowler's handicaps, based on team difference or on the team average
- In team competition, a bowler could be a substitute with another or remain a vacancy with a blind score
- In a single player's competition, each bowler plays for himself, even when there are more than one player on a lane
- In a single player's competition, substitutions are not allowed.

The Focus program allows using variable roles for Leagues or Tournament sessions; the users can select the game settings, as they need.

The league could be created and managed:

a) Using the BLS A/S software (produced by CDE Software©) that interacts with Focus

b) Directly with the Focus program using the tournament and leagues plug-in

   This manual describes the interaction between a BLS league and the Focus program

General Information on the BLS-Focus Import/Export

<table>
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BEWARE

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The instructions contained in this manual about League import/export
refer to BLS 2009/2008 AS version (minimum of BLS2008 AS Version= 20.03.11).
If you are using a previous BLS version, please contact the Steltronic Customer Service
to obtain the necessary files for the Automatic Scoring configuration.

If you have already installed an old BLS package please update your BLS version
(visit http://www.cdesoftware.com/downloads/updates.php)

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Leagues season, teams, bowlers, rules and other league data must be edited using the BLS program which interacts with the FOCUS scoring using an IMPORT \ EXPORT mechanism. Every week of the league exported from BLS generates a file in a shared directory. Each file contains the information to generate the league event in the Focus database. At the end of the playing, Focus creates a file with score results that could be imported into the BLS program.

BLS EXPORTING

For each league BLS creates an export file that contains the league data for one week (bowler names, handicaps, lanes to be used, type of week, substitutes, etc.) Each week is a "games session" that must be "Exported to the Front Desk" to be played.

FOCUS IMPORTING

From the Focus Tournament & League plug-in, the desk operator could import the league file into the Focus database. As soon as the week is imported, Focus has all the details necessary to play the game session. At the end of the week the desk operator, clicking on "export week" button, the Focus program will add the score results to the BLS import file. Which then must be imported into BLS.

<table>
<tr><td>

REMARKS

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<tr><td>

Exporting data from BLS to the front desk does not mean it is available to <u>start to playing now</u>.
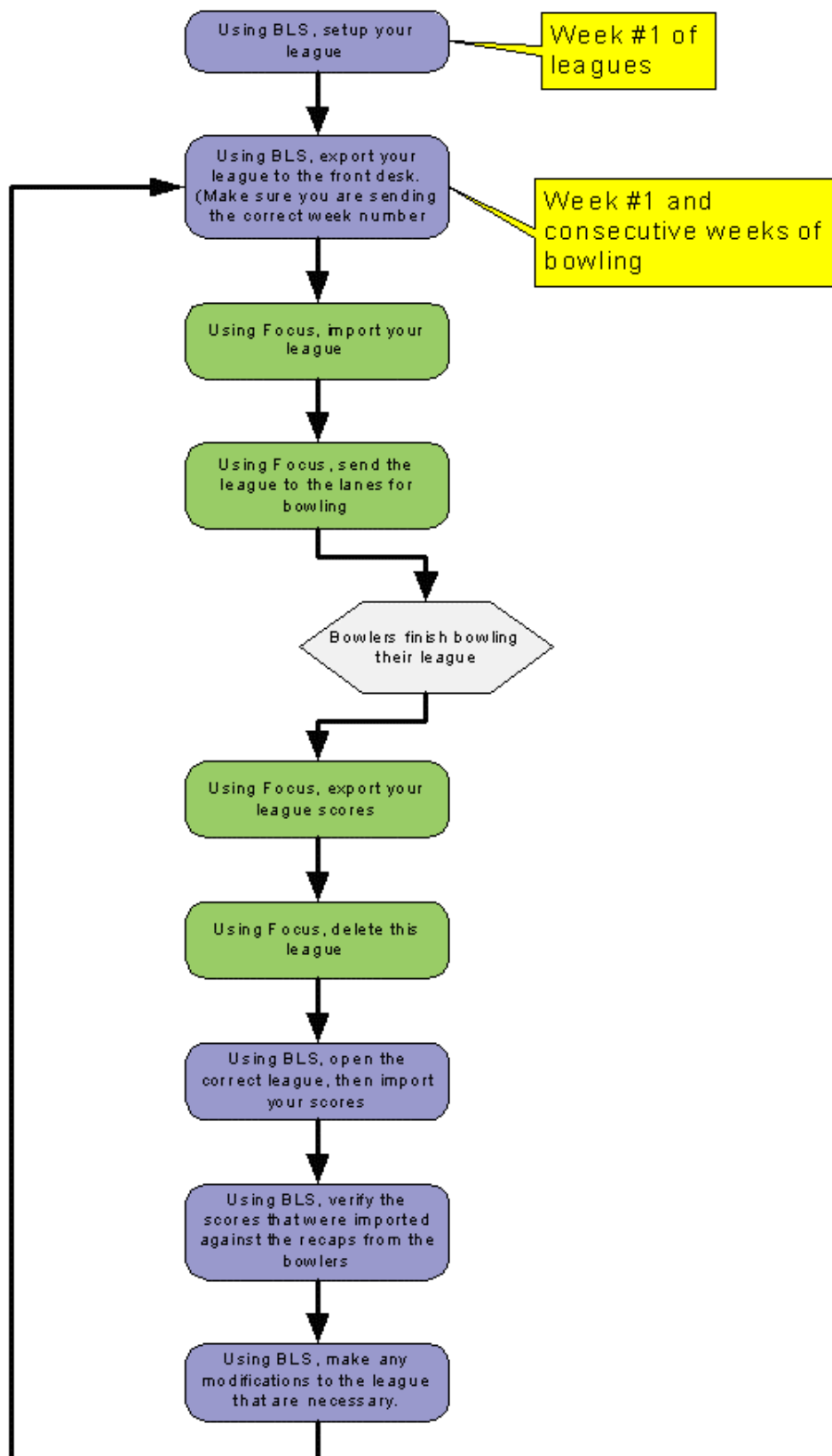To start the league on the lanes, the Focus desk operator needs to perform various actions.

Import /Export operations are simply manual actions that must be done intentionally.
There are no limits for importing/exporting weeks in Focus. It's recommended to pay attention during the BLS score importing in order to approve any modifications made using the Focus League & Tournament plug-in.

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For further information of BLS software please read the instructions included in the BLS league manuals, or visit the web site www.cdesoftware.com or contact your scoring system vendor.

BLS & Focus Flowchart sample diagram

```
Using BLS, setup your          ┌─────────────────┐
league              ──────────▶│ Week #1 of      │
                               │ leagues         │
        │                      └─────────────────┘
        ▼
Using BLS, export your
league to the front desk.      ┌─────────────────────────┐
(Make sure you are sending ───▶│ Week #1 and             │
the correct week number        │ consecutive weeks of    │
                               │ bowling                 │
        │                      └─────────────────────────┘
        ▼
Using Focus, import your
league

        │
        ▼
Using Focus, send the
league to the lanes for
bowling

        │
        ▼
    Bowlers finish bowling
    their league

        │
        ▼
Using Focus, export your
league scores

        │
        ▼
Using Focus, delete this
league

        │
        ▼
Using BLS, open the
correct league, then import
your scores

        │
        ▼
Using BLS, verify the
scores that were imported
against the recaps from the
bowlers

        │
        ▼
Using BLS, make any
modifications to the league
that are necessary.
```

Manage a BLS League "Step by Step" procedure

[1] From BLS: create the league and define the General Parameters
- (See BLS manual for details)

[2] From BLS: select a week and export the game session to the front desk
- Select a week
- Check the team roster, substitutes etc.
- Export the week to the front desk

[3] From Focus: import the week
- Open the Tournament and Leagues plug-in and import the correct league

[4] From Focus: Play the game session
- Open the week and the game session
- Send the week to the lanes when ready to have the names uploaded to the monitors
- Start Practice
- Start Bowling
- Check for exceptions (Substitutes, blind, etc.)

[6] From Focus: End of session
- CLOSE the game session
- Check and/or print the results
- Export the week to BLS

[7] From BLS: Import the Scores
- Open the league and select the appropriate week
- Import the scores
- Check the import log and verify the scores table

[8] For a new Week:
- From BLS, export the next week
- From Focus, delete the old week (if necessary) and import the new week

BLS: Export a week to the Front Desk

<table>
<tr><td>REMARKS</td></tr>
<tr><td>Before you create the export file, create your league as needed, defining the teams, rules, handicaps, bowlers, substitutes, weeks, etc. Consult the BLS user manual for further details.</td></tr>
</table>

- Open the desired league
- Open the **Weekly League Duties**
- Use the ⟳⟲ to move to the correct week

When ready, click on **11: Auto Scoring: Send League to Front Desk**

Only regular bowling is actually supported, pin tap must be enabled from the Focus Lanes Manager

Click here for change the practice time and the pinsetter options

Lanes that will be used for the league

Features not supported

Change here for lane swaps

Features not supported

- Change the available parameters as needed, then click on **Export to Front Desk** button when ready

ⓘRemember, any further modification of export parameters require a new export.

Import a BLS week in Focus

[4] Select the league and week

[3] Browse the list

[5] Click on Default Import

[2] Click on IMPORT to open the week list

[1] Click here to open the Leagues plug-in

[7] The last imported week is selected by default, click on "open tournament.."

Week number of Week..
(in this sample the week imported is the 5th week and the league has 25 weeks in total)

[6] The Import detail window shows the tournament import results, click on OK to confirm.

When the file is imported, the week name pops up in the list; <u>now the league's information is stored in the Focus Database</u>, the file exported from BLS will be automatically removed.

It is not necessary to play a week immediately after import. To close the League plug-in, click on close active window or move to another plug-in.

MULTIPLE LEAGUE IMPORT

Use **select all to** import all available weeks files, then click on Default Import; to make a partial selection by pushing the Ctrl key on the keyboard, click on each week name then on Default Import

Import a BLS week as a Dutch style League

[3] Browse the list

[4] Select the week league

[5] Click on Import as Dutch League

[1] Click here to open the Leagues plug-in

The last imported week is selected as default, click on "open tournament.."

[2] Click on IMPORT to open the week list

The week is imported automatically with the common settings of a Dutch league style: OPEN mode, the number of the games is changed in number of series and each series as 1 game.

The automation is already enabled to move the lanes automatically after each serie.

Import the week as a Dutch league style and set the lane assignments automatically:

Each team or group plays the first game in the odd/even lane of the lanepair, the second game moves to the even/odd lane pair, etc.

Lane assignments could be changed if necessary, see the chapter "modify a week: change the lane assignment."

League List menu

League in play pending window

Double click to select All

Select the league name

Sort by Last week (session) date ↑↓

Sort by League name ↑↓

Sort by Week (session) number ↑↓

Tournament - Skokie Mixed - 7114

Selected	Tournament Name	Last session date	Session status
☑	Early Birds - 4501	11/6/2008 9:30:00 AM	9/31
☑	Skokie Mixed - 7114	2/8/2009 6:00:00 PM	11/16
☐	DAIRYMEN	10/31/2008 10:30:00 AM	5/25
☐	Adidas Fans Mixed 2009 modificata	9/4/2008 6:00:00 PM	2/33
☐	Thursday Night Mens	4/16/2009 6:30:00 PM	32/32
☐	Adidas Fans Mixed 2009	9/24/2008 6:00:00 PM	5/33
☐	Mill Donderdag league 2008-2009	5/20/2009 8:00:00 PM	1/30

Leagues

Mill Donderdag league 200...

- Lanes
- Booking
- Time Games
- **Leagues**
- POS
- Products and Rates
- Cash Register
- Report System
- Lanes

Click here to open the Leagues plug-in

Single checkbox selection

Event selected

League in play

League list

Open the selected league

Import a BLS week

New (Wizard)	Delete Tournament Early Birds - 4501 Skokie Mixed - 7114	Combine tournaments Early Birds - 4501 Skokie Mixed - 7114	Open Tournament Skokie Mixed - 7114	Import
				Export

Create a New not-BLS League (Managed with Focus)

Delete the selected imported league

Combine the score results of selected leagues

Export to BLS a week of the selected league

When the leagues in the list are more than 20, it is possible to use the search filter to find the week; the weeks could be searched for by Name, Last session date or Session number (status):

Click here to select filter criteria

Type the name or here

Clear criteria

Selected	Tournament name	Last session date	Session status
	c		
	Breath Of Fresh Air - 3005	6/10/2009 7:15:00 PM	4/13
	Wednesday Night Mixed - 3423	5/6/2009 7:15:00 PM	33/33
	Gladys R. Wilson & Assoc. - 4531	6/11/2009 6:30:00 PM	5/16

- A Starts with
- Contains
- A Ends with
- Does not start with
- Does not contain
- Does not end with
- Does not match
- Not Like

League week tabs (session)

As soon as a league is opened, it will go into the Tournament Info tab. The window has 4 main tabs:

TOURNAMENT INFO

Main competition information such as series, games, automation, play mode style, automation, etc. In this tab it is possible to change the league play style (crossed- open), change the Practice time, enable the Flowing strip text to show the League results at the end of the games.

TOURNAMENT RULES

The location to edit **the Lane assignments** and **Handicap rules** definition.

TOURNAMENT SESSIONS

Team Roster, the location to edit the team/group/player details and **Session summary** the location to check/print/export the game session results.

TOURNAMENT SUMMARY

A tab to check/print/export the results of all the games of all the weeks played.

AVAILABLE ACTIONS

- To change the league play mode (crossed to open or vice-versa), enable the flowing strip text at the end of the games or to change the practice time, open the tournament Info tab → see page 21

- To play the League now, open the Tournament Session → see next pages

- To change the league before playing or for changing lane assignments or to start the league on selected lanes only; open the tournament rules tab → see page 22

- To edit the team roster (bowler's status, vacant, blind etc.) before playing* → see page 25

*Vacant and blind status could be changed from the bowler's console or the Lane Manager even during league play.

Start- End to play

Selected Week

[2] Click on "SEND all.." button to send the teams and bowler's names to the lanes

[3] Wait until the **Start practice** button is available, than click on it to start the practice time on the lanes

[4] At the end of practice time, click on the **Start bowling** button to begin the competition.

REMARKS
The send lanes, practice and start bowling commands could be sent also from the Lanes manager menu, directly from the pinsetter control menu ![PRACTICE].   Lanes could be closed also from the Lane Manager, clicking on the lane icon and the close lanes button.

CLOSE THE WEEK

[1] From the Lanes Manager, select the lanes

[2] Click on the lane icon

[3] Click on Close lanes

It is also possible to close the lanes from the Leagues plug-in: after the week selection, open the Tournament Session tab and click on the **Close Lane** button to end the competition.

CLOSE A WEEK WITH A BYE TEAM

Some leagues have a BYE Teams. The BYE teams are teams with ZERO players, on a lane occupied by the BYE team, nobody plays.

ZERO player = BYE Team

Focus sends the lane to the bye team as the other teams, but closing the lanes, it generates the following warning message:

Unknow Tournament

Lanes reference an unknow tournament. Please close the lane and send it again from Tournament PlugIn

Ok

To close the week, ignore the message clicking on Ok, then click on close lanes

End of games session: Resume the lane status

At the end of the week, the lane and pinsetters remain with the same status selected for the league session. To resume the lanes as usual, proceed as following from the **LANES MANAGER MENU**:

PINSETTER settings:
- Check that Pinsetter control is selected as **Auto**

- Click on **Send to lane**

Pair settings:
- Remove the check from Crossed mode

- Click on **Send to lane**

Remove the Competition flowing Strip

During the competition, the Flowing strip (if enabled) displays the game results automatically.
At the end of the games, the flowing strip will still continue to run until it is removed from the Main Desk:

From the Lanes Manager, make a multiple lane selection and click on the overhead monitor icon

Click on Remove Flowing Strip

Click on Send to lane

Checking the score results

Ranking	Team name	Total scratch	Team total handicap	Team total	Team points	Team average	S1G1	S1G2	S1G3
1	Blondes 'N Brawn	1311	666	1977	0	437	380	446	485
2	Empty Nesters	1164	798	1962	0	388	345	406	413
3	Insane Unknowns	1129	756	1885	0	376	411	379	339
4	Led Zeppelin	524	1155	1679	0	174	135	165	224
5	Accidental II	1139	531	1670	0	379	404	359	376
6	All Mixed Up	588	960	1548	0	196	201	207	180
7	The Crushers	406	909	1315	0	135	106	173	127
8	To The Nines	183	969	1152	0	61	81	44	58

TEAMS DETAILS

Ranking	Team name	Total scratch	Team total handicap	Team total	Team points	Team average	S1G1	S1G2	S1G3
1	Blondes 'N Brawn	1311	666	1977	0	437	380	446	485
2	Empty Nesters	1164	798	1962	0	388	345	406	413
3	Insane Unknowns	1129	756	1885	0	376	411	379	339
4	Led Zeppelin	524	1155	1679	0	174	135	165	224
5	Accidental II	1139	531	1670	0	379	404	359	376
6	All Mixed Up	588	960	1548	0	196	201	207	180
7	The Crushers	406	909	1315	0	135	106	173	127
8	To The Nines	183	969	1152	0	61	81	44	58

As a default, the teams are ordered according to rank, clicking on the caption of the **Team name**, **Total scratch**, **Team total**, **team points**, **Team Average** this will change the order as selected; the order could be toggled ↑↓ clicking on the caption multiple times.

Clicking on **S1G1** (serie 1, game 1) **S1G2** (serie 1 game 2) or S1G1, S1G2, etc. it is possible to order the scratch games from highest to lowest games and vice-versa.

TEAM PLAYERS DETAILS

Ranking	Player name	Team name	Total scratch	Player total handicap	Player total	Player average	S1G1	S1G2	S1G3
1	Kristin Stephens	Blondes 'N Brawn	347	237	584	115	122	109	116
2	Christine Parsill	Empty Nesters	279	291	570	93	93	96	90
3	Susan Cercone	Led Zeppelin	265	288	553	88	6	133	126
4	VACANT	All Mixed Up	351	201	552	117	117	130	104
5	Michelle Parsill	Blondes 'N Brawn	302	231	533	100	98	76	128
6	Mike Zurakov	Insane Unknowns	358	153	511	119	126	128	104
7	Jim Power	Empty Nesters	294	216	510	98	85	106	103
8	Bernice Downs	Accidental II	317	189	506	105	131	103	83
8	Karen Power	Empty Nesters	272	234	506	90	77	101	94
9	Jan McReynolds	Insane Unknowns	284	198	482	94	102	80	102
10	Rob Cecil	Accidental II	324	153	477	108	85	95	144
11	Ed Millunchick	Insane Unknowns	269	204	473	89	79	88	102
12	Adam Parsill	Blondes 'N Brawn	336	96	432	112	79	143	114
13	Eric Parsill	Blondes 'N Brawn	326	102	428	108	81	118	127
14	Carol Millunchick	Insane Unknowns	218	201	419	72	104	83	31
15	Pat Sexton	Accidental II	241	138	379	80	94	79	68
16	David Parsill	Empty Nesters	319	57	376	106	90	103	126

Excel Export   Print Active Summary   Print RecapSheets

The **Team players details** show the player details in relation to the team where they played the session. Like in the Team details tab, the caption name could be used to change the order.

ALL EVENTS

Ranking	Player name	Player total scratch	Player total handicap	Player total	Player average	S1G1	S1G2	S1G3
1	Kristin Stephens	347	237	584	115	122	109	116
2	Christine Parsill	279	291	570	93	93	96	90
3	Susan Cercone	265	288	553	88	6	133	126
4	VACANT	351	201	552	117	117	130	104
5	Michelle Parsill	302	231	533	100	98	76	128
6	Mike Zurakov	358	153	511	119	126	128	104
7	Jim Power	294	216	510	98	85	106	103
8	Karen Power	272	234	506	90	77	101	94
8	Bernice Downs	317	189	506	105	131	103	83
10	Jan McReynolds	284	198	482	94	102	80	102
11	Rob Cecil	324	153	477	108	85	95	144
12	Ed Millunchick	269	204	473	89	79	88	102
13	Adam Parsill	336	96	432	112	79	143	114
13	Amy Begley	96	336	432	32	6	0	90
15	Eric Parsill	326	102	428	108	81	118	127
16	Carol Millunchick	218	201	419	72	104	83	31
17	Kristen Puetz	78	333	411	26	0	78	0

Excel Export   Print Active Summary   Print RecapSheets

The **All Events** tab shows all the player details, all games, including the game played on different teams during the same games session. Like in the team and players details tab, the caption names could be used to change the order.

Ranking	Team name	Total scratch	Total handicap	Total	Total game number	Total points
1	Led Zeppelin	1200	1155	2355	3	0
2	All Mixed Up	1194	960	2154	3	0
3	The Crushers	1194	909	2103	3	0
4	To The Nines	1124	969	2093	3	0
5	Blondes 'N Brawn	1311	666	1977	3	0
6	Empty Nesters	1164	798	1962	3	0
7	Insane Unknowns	1129	756	1885	3	0
8	Accidental II	1139	531	1670	3	0

The **Teams classifications** show all team's totals for all weeks and all games. Like in the Team and players details tab, the caption name could be used to change the order.

Ranking	Player Name	Total scratch	Total handicap	Total	Total game number	Total points
1	Kristen Puetz	327	333	660	3	
2	Susan Cercone	355	288	643	3	
3	Amy Begley	273	336	609	3	
4	Jan Skillen	299	300	599	3	
5	VACANT	390	201	591	3	
6	Kristin Stephens	347	237	584	3	
7	Ted Begley	287	288	575	3	
8	Christine Parsill	279	291	570	3	
9	Virginia Worth	274	291	565	3	
10	Allison Valentin	298	252	550	3	
11	Jan Karp	322	216	538	3	
12	Bob Skillen	322	213	535	3	
13	Michelle Parsill	302	231	533	3	
14	Chuck Cercone	285	243	528	3	
15	Bill Northup	257	255	512	3	
16	Mike Zurakov	358	153	511	3	
17	Jim Power	294	216	510	3	
18	Bernice Downs	317	189	506	3	

The **Player's classifications** shows all the player totals for all weeks and all games, including the games played on different teams during the same games session. Like in the Team and players details tab, the caption name could be used to change the order.

Export the score results to BLS

[1] Click here to open the Leagues plug-in

[2] Select the league to export

[3] Select the week to export

[4] Confirm With OK

[5] A message advice if the export is successful. Then go into BLS and import the scores.

Export League Early Birds - 4501 9/31 succesfully. Go into BLS and import the scores

REMARKS
After the export, it is not necessary to keep the league week in the Focus database; the week could be selected and deleted if not necessary; it is suggested to check the BLS import before deleting the played week from the Focus League list.

BLS: Import Scores in a played week

At the end of a game session and after the Export operation from Focus; import the results into the BLS program:

Open the BLS program.

Open the desired league.

Open the **Weekly League Duties**

Use the ⬅➡ to move on the played week.

Click on the **Import Scores when finished** button to load the results.

Delete the score file from the Front Desk if it is not necessary anymore; the score results could be exported again from Focus to BLS at any time, if necessary and as long as the league week is not removed.

Example of import log

Items which will require your attention will be flagged: >>>--->These include: New bowlers, misspelled names, entering book averages, bowler's sex, addresses, sanction card information, etc. If a score is not entered, possible causes are: name misspelled or new bowler.

Print this log and take care of all items to insure this league has correct, accurate results.

>>>---> Bowler not found: Lane 5 game 1 team 5 S114 John Doe
>>>---> Bowler not found: Lane 5 game 2 team 5 S92   John Doe
>>>---> Bowler not found: Lane 5 game 3 team 5 S80   John Doe

After the scores are imported, a log is generated to show any issues or problems that need attention before proceeding. Most of the time the problem is a new bowler has been added from Focus that does not match with the BLS ID; sometimes the log shows a Vacancy name changed. In any situation, the error log reports the bowler's names and the Score (see the example).

When a new bowler needs to be added to a team, proceed as follows:
- After the scores import into BLS, click on **Enter/correct current scores**

- Select the team, click on **Add New bowler** from bowlers Action commands, and create the new bowler and enter the score manually

- Use the **Enter/correct current scores** to correct any kind of score issues (incorrect handicap, absent bowler average etc.)

There are varying options to manage scores import and error logs; please consult the BLS manual for further details about scores import.

REMARKS
The next chapters describes the possible league modification before starting the game session and the possible actions during league play using Focus. Team roster edits such as substitutions, blind, remove/add players could be performed directly from the Lanes Manager plug-in or from the bowler's console, even during league play.
The Focus program is based on a database for data management. The entered or modified information will be saved automatically when the cursor changes the line or moves into another field.

Tournament Info: Editable League Parameters

EDITABLE FIELDS BEFORE STARTING TO PLAY THE WEEK

Pair Mode: Crossed: (American league style) Team/Players swap left-to-right right-to-left after each frame - **Open:** Team and/or Players play all the games on the same lane.

Practice Unit (time/throws): By time: indicate how many minutes for practice period - Throws: indicate how many throws each bowler will do during the practice period.

Initial pinsetter status: Select the pinsetter status when the scorer sends the names to the lanes:
OFF: the player's name will be visible on the lane monitor screen, but pinsetters remain off until the Start bowling or Start practice is sent to the lanes.
ON (No Score) = unlimited practice, pinsetters remain on, but the scorer does not count the pins
ON (score) or Automatic = Pinsetters switch on and the scorer is ready to count.

Game mode pinsetter: Select the pinsetter status when the games begin after practice.

Automation enabled: The scoring system closes the lanes automatically after the time indicated in the selection box.

INTRA OPERATION DELAY: Indicates the time (in milliseconds) between consecutive multiple lane commands (as an example, start bowling when all pinsetters will be switched on). This is necessary to prevent a massive surge of electricity by turning all pinsetters on at the same time.

FLOWING STRIP: The flowing strip is a scrolling text on the lane monitors that reports the results and game progress during the competition playing. The flowing strip starts at the end of the games.

Flowing strip text: enter a "welcome text message" at the beginning of the strip.
Show Teams: display/hide team name, totals, points.
Number of teams to show: indicates the first team's positions to show.
Show bowlers: displays/hides player name and totals.
Number of bowlers to show: indicates the first bowler's position to show.

Start the game for selected teams only

[1] SEND THE FIRST GROUP OF SELECTED TEAMS

[1] Select the desired Teams

[2] Click on "SEND to lane" button

	Name	Handicap	Lane
☑	Tom's Harem	192	1
☑	Team 4	83	2
☑	Team 13	185	3
☑	Les Misarabowls	258	4
☑	Bye	0	5
☐	Team 7	289	6
☐	Chicago 49ers	169	7
☐	Rip City Rollers	130	8
☐	Team 8	108	9
☐	Victory Is Ours	204	10
☐	Team 10	67	11
	Sugar Mamas	293	12

name	Position	Status	Handicap	Average	Blind score	Team

Send to lane Team Tom's Harem Team 4 Team 13 Les Misarabowls Bye All series

Start practice 10 Minutes Pinsetter status OFF

Add player to team Bye

Add Team

Remove teams Tom's Harem Team 4

Remove selected players

[2] SEND THE NEXT GROUP OF SELECTED TEAMS

Tournament Breath Of Fresh Air - 3005 Session 3/13 3

Tournament Info   Tournament Rules   Tournament Sessions   Tournament Summary

Teams and Roster   Session Summary

	Name	Handicap	Lane
☐	Tom's Harem	192	1
☐	Team 4		2
☐	Team 13		3
☐	Les Misarabowls		4
☐	Bye		5
☑			6
☑	Chicago 49ers		7
☑	Rip City Rollers	130	8
☑	Team 8	108	9
☑	Victory Is Ours	204	10
☑	Team 10	67	11
☑	Sugar Mamas	293	12

[1] Select the desired Teams of the next group (remember to unselect the previous group)

	Player name	Position	Status	Handicap	Average	Blind score	Team	
☐	Sara Castle	1	Player	85	105	95	Sugar Mamas	
☐	Nancy Hall	2	Player	92	97	87	Sugar Mamas	
☐	Monica Chavez	3	Player	50	144	134	Sugar Mamas	

Send to lane Team Team 7 Chicago 49ers Rip City Rollers Team 8 Victory Is Ours Team 10

[2] Click on "SEND to lane" button

status OFF

dd player to eam Sugar Mamas

Add Team

Remove teams Team 7 Chicago 49ers

Remove selected players

- If necessary **close only the selected teams**, select the finished team and click on the **close lanes** button or close the lane from **Lanes Manager** plug-in (click on the lane icon and then click on the close lane button).

Change the lanes assignments

Sometimes it could be necessary to change the lane assignments because some lanes are not available or by a mistake in the week assignment. There are different ways to change the lane assignment:

MANUAL ASSIGNMENT

LANES SELECTION USING THE PAIR BUTTONS

- Click on the **Pair button to select or unselect** the lane pair; a green frame highlights the selected lane pair

- Click on the lane number to select only one lane of the pair, a yellow frame highlights the lane pair and the selected lane number is highlighted in **bold**

- At the end of the selection, click on the **Assign button** to confirm the new lane assignment

---

REMARKS

It is not necessary to select the lanes in sequence, the program uses the selected lanes as a range "from-to" from left to right ignoring the unselected lanes in the middle. In crossed style competition it is mandatory to select lane pairs always.

ONLY FOR LEAGUES WITH LANE MOVEMENT: CHOOSE SHIFT METHOD

- **Shift Method:** leave this selection for left/right standard lane movement or when there are no lane movements needed (default for USA Leagues)

- **Petersen - Round robin:** the program will assign automatically the lanes to the team/group using the standard Petersen or Round Robin table

- **Lane Switch (Dutch league style):** move odd lane to right and even lane to left after each series

- **Pair Switch:** move odd LANE PAIR to right and even LANE PAIR to left after each series. Available advanced option: invert lane during switch. The pair switch requires an even number of teams/groups and an even number of series

- **Free:** choose this option to perform a manual lane assignment editing the lane movement for each series from the table session below

- **Custom file:** load a saved template assignment

- **Swedish Top League-First division/Danish:** the template for these lanes assignments becomes available if the competition was generated as a Swedish/Danish event; use previous button to come back to the first wizard page if necessary to choose this option

Multi-week leagues only: it is mandatory to tag the checkbox "Assign to all sessions" before performing the first week assignment: in this way, the first week assignment will be filled immediately for the all the weeks and should be changed later when necessary, week by week.

ONLY FOR LEAGUES WITH LANE MOVEMENT: HOW TO MAKE A SORT ASSIGNMENT

- Tag the checkbox **Use pre-assigned matrix for the first series**
- Edit the first series column from **lane movement table**
- Click on **Assign** button

The lanes edited as the first series remains as before, the program will calculate and apply the lane shifted for the next series automatically.

SAVE LANE ASSIGNMENT (EXPORT)

Clicking on the **EXPORT** button will save the lane assignments as a custom file for the next time; if necessary, complete the operation choosing a path and file name.

Change Teams roster before to play

WARNINGS
BLS usually manages Handicap, Vacancy, temporary substitutes etc. Usually it is not necessary to add a new player or modify players from the Focus front desk. The substitute list is sent by BLS to Focus; the player substitutions could be managed from the bowler's console or from the Front Desk. If necessary, it is possible to "add a new bowler on the fly" using the Leagues plug-in in Focus; the following operation is necessary to "create a new player" to let them play. The new bowler is added to the week by Focus and will be reported in the Import log in BLS; see the chapter "Import Scores in played week" to see how to manage new bowlers in BLS or consult the BLS/AS manual.

Move between weeks

Official bowlers

Official team substitute

MODIFY THE BOWLER'S LINE UP

[1] Select the Team

[2] Select the player

[3] Change the player lineup

The "official team player" is the players in the sky blue area, the players in the gray area are the official team substitutes; changing the player from the top blue area to the gray area means "make this player a substitute".

SUBSTITUTE A BOWLER CHOOSING FROM EXISTING LIST

[1] Select the Team

(2) Select the player to substitute

(3) Browse the list, highlight the substitute and click OK.

ADD A BOWLER CHOOSING FROM THE SUBSTITUTE OR FREQUENT BOWLERS LIST

[1] Select the Team

[2] Click on Add player

CREATE A NEW BOWLER (NEW SUBSTITUTE)

The new player is created with a temporary name of "**New Player**"; after the creation, the new player could be used as a substitute, added, removed or edited from the bowler's console or from the Lanes Manager, even during play. It is not possible to exceed the legal number of players on a team; an old player must be removed or substituted to let the new player come in.

WARNINGS
Bowlers could be removed, added, substituted, or set vacant or blind. The bowler's name, handicap and blind score can be changed, but BLS does not recognize these changes when importing the score results. Any modification will be reported in the Import log in BLS, see the chapter import Scores in played week to see how to manage new bowlers in BLS or consult the BLS/AS manual.

The player status could be set as a regular **player** or **substitute; vacant** players will be assigned as blind.

Bowlers on screen advice during leagues

On the lane monitors, the bowlers see the instructions of "how to".

If the Front Desk operator selected **AUTO** or **ON(Score)** as the lane open status, the lane monitors show the bowler's name, the first player name will blink and means that the score is ready to count and the pinsetter is ON.

If the Front Desk operator selected **OFF** as the lane open status, the lane monitors show the bowler's name frozen and means that the score will not count and pinsetter is OFF.

Lane status selected: **ON (No Score).**
As soon as the desk operator sends the names to the lanes, the bowler names appear, scores do not count, pinsetter stays OFF

The front Desk operator clicks on **Start practice**
Practice time/throws countdown starts on the lanes and bowler's can bowl their practice.

At the end of the practice time/throws, bowlers will stop for a while.
The next step will be for the desk operator to click on the **Start bowling** button and the bowlers could start to bowl for score.

Available Front Desk actions during play

Lanes in a League / Tournament session

	WARNINGS

Bowler's substitutions could be performed from the front desk and the bowler's console; always before one of the games begins; <u>do not substitute bowlers in the middle of a game</u>.

In addition, the bowler's name and handicap editing could be done from the bowler's console

<u>ADD- REMOVE – EDIT BOWLERS must be performed before beginning to play the first game.</u>

Each league player, vacant bowler, has a unique ID, (generated by BLS); the ID identifies the player and his scores in the BLS program, without considering the player's name.

SUBSTITUTE A BOWLER

(1) Select the bowler that needs to be replaced with a substitute

(2) Click on SUBSTITUTE PLAYER to browse the substitute list

Only the substitute of the selected team, free team substitute or deleted players will be shown as available from the substitute player list.

Highlight the desired substitute and choose when he will play:

- ACTIVE = start to play NOW

- Deferred = start to play when the NEXT game begins.

Deferred player

In the example on the left side the bowlers finish the game, but do not begin the new game yet.

A substitute needs to be entered as deferred, otherwise he needs to bowl the already ended game.

REMOVE BOWLERS

WARNINGS
Use **Remove bowlers** only if strictly necessary. Players can be deleted only prior to the 1st game.

(1) Select the bowler that needs to be removed from the lane

(2) Click on Remove selected player

(3) Click on Send to lane to confirm

ADD BOWLERS (FROM SUBSTITUTE LIST)

<table>
<tr><td style="background-color: yellow; text-align: center;">WARNINGS</td></tr>
<tr><td>Players can be added only if the number of bowlers does not exceed the team roster; a bowler must be removed to add a new bowler.</td></tr>
</table>

SWITCH THE LANE SIDES (AVAILABLE ONLY FOR CROSSED PLAY MODE)

CHANGE THE BOWLER TO BLIND FROM THE FRONT DESK

- Click on the lane icon, select the menu

- Change the Blind player status from Normal to BLIND or Zero BLIND

- Modify the Blind Score if needed, click on **SEND TO LANE** when finished

CHANGE THE BOWLERS LINE UP

- Click on the lane icon, select the menu

- Change the play **POSITION** of bowlers as needed

- Click on **SEND TO LANE** when finished

LANE TRANSFER

If a pinsetter has failed and you need to transfer lanes, it is possible to transfer the entire lane(s) onto another pair of available lanes.

- Click on the lane icon that needs to be transferred, click on the **TRANSFER** button

- Click on the **destination lane**

WARNING: the program will force the destination lanes to be in crossed mode if the destination lane was setup as open play mode. The next series starts from the original lane, transfer the lane again if necessary or change the lane assignment in the tournament plug in.

Use of pre-bowl

League players that want to pre-bowl the games of one week in advance could play in any style (open or crossed), with or without the handicap. It is recommended to play using the same name and last name and to advise the bowling center staff when they are playing. This will help the front desk operator identify the pre-bowled game sessions easily.

LOAD PRE-BOWLED GAMES TO A PLAYER

During the league session the score will load, frame-by-frame, the pre bowled scratch pins on the pre bowled player's strip. The pre-bowled player will be identified with a prefix PB in the player's name grid tab.

Bowler's Console League menu

WARNINGS
Any changes to official bowler's names, handicaps, team name, team handicap will be reported in the Import log in BLS; see the chapter "import Scores in played week" to see how to manage new bowlers in BLS or consult the BLS/AS manual.

From the bowler's console it is possible to perform the following actions during a competition:

- Set the bowlers as blind – change the bowlers blind score – set bowlers as Zero blind
- Substitute regular bowlers with substitute players
- Change a Vacancy with a new bowler
- Change the bowlers line up order
- Switch the lane side lanes (only for crossed mode)
- Remove bowlers
- Add bowlers (from a list)
- Skip or Unskip bowlers
- Edit bowler's name or Handicap
- Edit Team's name or Handicap

From the bowler's console it is not possible to set a bowler as pre-bowled or add a new player, these features are available only from the Front Desk.

Bowler's substitution: if a player is not present and needs to be substituted, the other bowlers of the team could use the **Substitute** feature or **Remove** the not-present player and **Add** a substitute from the list.

Add bowler: a bowler could be added to the team roster if the players do not exceed the legal number of players. The player could be added from the BLS substitution list; a "new player on the fly" must be added first from the Front Desk before being available in the list.

Change a Vacant with a bowler: if the team roster is not totally defined, some players could be displayed as "vacant" as a player name. A vacant player is set as a BLIND player; a vacant player could be "un-blinded" and edited as a player or substitute with an available bowler.

Edit the player name: this feature does not mean: "change" or "substitute a not-present player", but "change the incorrect spelling name". Note: the edit name is for the current week only; please advise the league secretary to perform the proper changes in BLS.

Set a bowler as a blind: when a player cannot bowl and there is no available substitute, it is possible to set this player as blind (blind score required) or set as "zero-blind".

Remove bowler: a player could be removed from the team roster; the deletion is not permanent: the removed player could be resumed from the list using the **Add** or **Substitute** feature.

Skip bowler: a player that needs to stop to bowling (temporary) could be set as skip bowler, his score grid will be frozen until he is ready to play again.

Focus user manual – Manage BLS Leagues   35

BOWLER'S CONSOLE AVAILABLE OPTIONS

The Front Desk operator could control the feature available from the Bowler's Console:

REMARKS
Enable the Bowler's Console is a "priority" check. If disabled the bowler's console does not work at all.

- **Enable bowler's console:** enable\/disable the bowler's console menu
- **Edit bowler:** access to the name edit menu and sub-functions, such as, edit surname, team, handicap, blind, changing of the bowler's line up, remove bowlers, substitute players
- **Re-Scan pins:** access to Rescan button to "auto-recalculate" the score
- **Correct Score:** access to score correction menu
- **Delete throws:** access/deny a delete the last throw
- **Language change:** language changes on the on screen menu *(function not yet available)*
- **Bar & Mechanic call:** usage of the bar or the mechanic "on-screen-call"
- **Skip bowlers:** access/deny to skip or unskip bowlers from the bowler's console
- **Blind:** access/deny marking a bowlers with the blind score (or zero/blind)
- **Handicap:** access/deny to add/edit the bowler's handicap
- **Bumpers control:** access/deny the possibility to change the electric bumpers status for each players from the bowler's console
- **Cycle or Reset pinsetter:** cycle or re-cycle pinsetter function
- **Set pinsetter:** (for GS pinsetters only) sends a command to replace the last detected pins on the pins deck
- **Clear Score:** option automatically disabled during leagues
- **Add bowler:** adding players on lane. In the leagues and tournament tab means "replace a deleted player or add a new player from the substitution list"
- **Delete bowler:** remove players from the lane

BOWLER'S CONSOLE MAIN MENU

Press CANCEL to QUIT

Press OK To Exit and confirm changes

Instructional Help

Active player

Team name

Team handicap

First Name

Last Name

Player's Skip/Unskip

BLIND YES/NO/ Zero Blind

Blind Score

Player handicap

SUBSTITUTE the player

MOVE A Player UP or DOWN

REMOVE OR KEEP a Player

Cancel

OK

Da Bears	346
Dolores	Siegel	68		132	NO BLIND
Jeanette	Rosenberg	107		93	NO BLIND
Bee					NO BLIND
Leah	Liss	78		122	NO BLIND

Move right to start edit or press ENTER to cancel

Da Bears - S1G1   HCP:346   346   346

1 2 3 4 5 6 7 8 9 10

Dolores Siegel   HCP:68   68   68

The Steltronic Scoring system could be equipped with 2 types of Bowler's Console:

Joystick panel   **Qwerty Keyboard**

To browse the bowler's menu with the Joystick panel, proceed as follows:

- Press the ENTER button to call the bowler's console menu
- Move UP or DOWN to select a menu option
- Press the Enter button to open the function
- Move UP/DOWN/LEFT/RIGHT to browse the menu and use the Enter button when required

ⓘ In the following pages, the description **Press ⬅➡ ⬆⬇ keys to move** means "move the joystick to.."

To browse the bowlers menu with the QWERTY, use the dedicated shortcut button or Press Enter, use the arrows to browse the menu and press enter on the highlight choice.

On the following pages it describes how to perform the various edit operations; keeping the bowler's list opened it is possible to make multiple changes at the same time (example: set one or more bowlers as blind bowlers and the blind value or substitute a bowler and rename the temporary substitute).

SET/RESET BOWLERS AS BLIND OR ZERO BLIND

ⓘ BLS Vacancy bowlers will be entered as BLIND bowlers. To set the bowlers as a temporary player use the substitution or edit the bowler and remove the blind status.

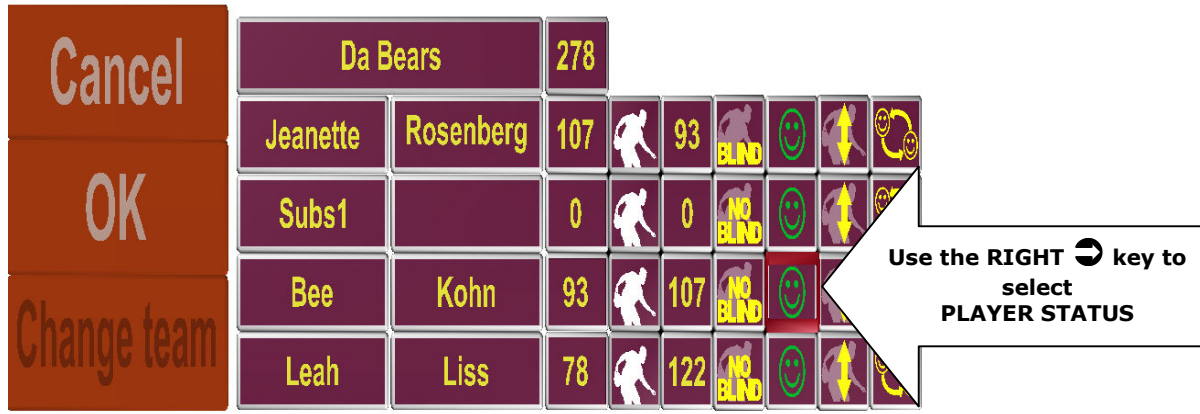- **Joystick:** press the **Enter** key, move on the **Edit bowler** tab and press the **Enter** key to confirm

- **Keyboard:** use the shortcut key, **Edit bowler** on the keyboard or press the **Enter** key, use the arrow keys to move to the **edit bowler** tab and press the **Enter** key to confirm

The default selection is on the **CANCEL** button (to QUIT from the bowler's console just press Enter):

- Use the RIGHT ➲ key to move on to the player's fields

- use ⌒⌒ keys to move on the line of player that needs to set or reset as Blind

Use ⟲⟳ to move on BLIND Toggle button

The BLIND is a "toggle" button that changes the blind status each time by pushing Enter:

- Press the **Enter** key one time to set the bowler as **BLIND**

- Press the **Enter** key one more time to set the bowler as **ZERO BLIND**

- Press the **Enter** key one more time to reset the bowler as **NO BLIND** (regular player)

Use the ⟲⟳ to move to the BLIND score

- If the **BLIND SCORE** needs to be changed, move to the blind score field; when the field is highlighted, change the blind score using the number keys on the keyboard or the numeric key on the joystick menu

- Use the ⌒⌒ keys to choose another player to edit or use the ⟲ key to select **OK** to confirm and close

- When on **OK** press the **Enter** key to confirm

- **Joystick:** press the **Enter** key, move to the **Edit bowler** tab and press **Enter** to confirm

- **Keyboard:** use the shortcut key **Edit bowler** on the keyboard or press the **Enter** key, use the arrows to move to the **edit bowler** tab and press **Enter** to confirm

The default selection is on the **CANCEL** button:

- Use the RIGHT ➲ key to move to the player fields

- use ⇑⇓ keys to move to the line of the player that needs to be substituted

> **Use the RIGHT ➲ key to move to the SUBS field**

- press **Enter** to call the substitution list

- Use the RIGHT ➲ key to move onto the player fields to make a choice for a subst

- Use the ⇑⇓ keys to Browse the substitute list

- Highlight the desired substitute and press **Enter** to confirm the choice

- Back to bowler's list, use the ⇑⇓ keys to choose another player to edit or use ⟲ to select **OK** to close and confirm

- On **OK** press **Enter** key to confirm

CHANGE THE BOWLERS LINEUP

- **Joystick:** press **Enter**, move on the **Edit bowler** tab and press **Enter** to confirm

- **Keyboard:** use the shortcut key **Edit bowler** on the keyboard or press **Enter**, use arrows to move to the **edit bowler** tab and press **Enter** to confirm

As a default, the selection is on the **CANCEL** button:

- Use the RIGHT ⮑ key to move onto the player fields

- use ⌒⌣ keys to move on the line of player that need to be MOVE up or Down in the line

Use the RIGHT ⮑ key to select MOVE UP/DOWN

Use UP/DOWN arrows to move bowler

Press ⌒ to move bowler on line UP

Press ⌣ to move bowler on line DOWN

- Back to bowler's list, use the ⌒⌣ keys to choose another player to edit or use ⮑ to select **OK** to close and confirm

- On **OK** press **Enter** key to confirm

Move right to start edit or press ENTER to confirm

SWITCH THE LANE SIDE

- **Keyboard:** use the shortcut key **Swap Team** on the keyboard, lanes switched immediately; otherwise press **Enter**, use arrows to move on **Swap Team** tab and press **Enter** to confirm

- **Joystick:** press **Enter**, move on the **Swap Team** tab and press **Enter** to confirm

- **Joystick:** press **Enter**, move on the **Edit bowler** tab and press **Enter** to confirm
- **Keyboard:** use the shortcut key **Edit bowler** on the keyboard or press **Enter**, use arrows to move to the **edit bowler** tab and press **Enter** to confirm

As a default, the selection is on the **CANCEL** button:

- Use the RIGHT ⮌ key to move onto the player fields
- use ⋒⋓ keys to move on the line of player that need to be **Removed**

Use the RIGHT ⮌ key to select
PLAYER STATUS

Press ENTER to toggle the Deleted status

The **PLAYER STATUS** is a "toggle" button that changes the status each time by pushing **Enter**:

- Press **Enter** one time to set the player to **Deleted** status

- Press **Enter** one more time to reset the player to regular status

Move right to start edit or press ENTER to confirm

- Back to the bowler's list, use the ⋒⋓ keys to choose another player to edit or
  use ⮌ to select **OK** to close and confirm

- On **OK** press **Enter** key to confirm

ⓘ The players will be removed only when pressing OK to confirm the choice. Removed players will be added to the substitutes list and could be resumed on the lanes using the ADD Player function.

REMARKS
It is possible to ADD to a lane a removed bowler or Substitute bowlers only. It is not possible to add a bowler if the Substitute list is empty; in this case call the Front Desk and ask them to ADD a bowler

- **Joystick:** press **Enter**, move on the **Add bowler** tab and press **Enter** to confirm
- **Keyboard:** use the shortcut key **Add bowler** on the keyboard or press **Enter**, use arrows to move to the **Add bowler** tab and press **Enter** to confirm

As a default, the selection is on the **CANCEL** button:

- Use the RIGHT ➲ key to move onto the player fields to make a choice for a subst

- Use the ⌒⌄ keys to Browse the substitute list
- Highlight the desired bowler and press **Enter** to confirm the choice

- Back to bowler's list, use ↺ to select **OK** to close and confirm
- On **OK** press **Enter** key to confirm

- **Joystick:** press **Enter**, move on the **Edit bowler** tab and press **Enter** to confirm
- **Keyboard:** use the shortcut key **Edit bowler** on the keyboard or press **Enter**, use arrows to move to the **edit bowler** tab and press **Enter** to confirm

As a default, the selection is on the **CANCEL** button:

- Use the RIGHT ⤴ key to move onto the player fields
- use ⋂⋃ keys to move on the line of player that need to be **skip**

The **SKIP STATUS** is a "toggle" button that changes the status each time by pushing **Enter**:

- Press **Enter** one time to set the player to the **SKIPPED** status

- Press **Enter** one more time to reset the player to the **Regular** status

- Back to bowler's list, use the ⋂⋃ keys to choose another player to skip or use ⤴ to select **OK** to close and confirm

- On **OK** press **Enter** key to confirm
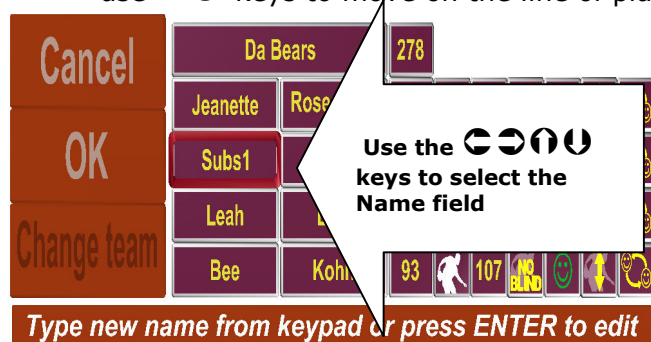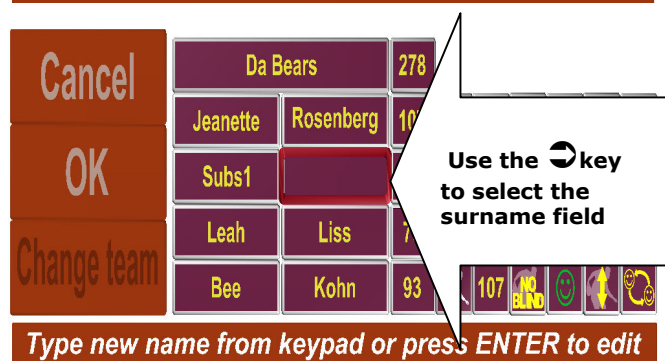
EDIT BOWLERS NAME – SURNAME - HANDICAP

REMARKS
The changes for official bowlers names and handicaps are temporary only and will not be imported into the BLS league; any manual changes of these fields, requires the league secretary to be notified. It is suggested to edit only the vacant Player name.

- **Joystick:** press **Enter**, move on the **Edit bowler** tab and press **Enter** to confirm
- **Keyboard:** use the shortcut key **Edit bowler** on the keyboard or press **Enter**, use arrows to move to the **edit bowler** tab and press **Enter** to confirm

As a default, the selection is on the **CANCEL** button:

- Use the RIGHT ⮌ key to move onto the player fields
- use ⌂⌂ keys to move on the line of player that need to be **Edit**

Use the ⮌⮌⌂⌂ keys to select the Name field

Type new name from keypad or press ENTER to edit

- Type the new **Bowler Name** using the letters key
- Press **Enter** to confirm

Use the ⮌ key to select the surname field

Type new name from keypad or press ENTER to edit

- Type the new **Bowler Surname** using the letters key
- Press **Enter** to confirm

Use the ⮌ key to select the Handicap field

Type new handicap from keypad or press ENTER to edit

- Type the new **Bowler Handicap** using the number keys
- Press **Enter** to confirm

Move right to start edit or press ENTER to confirm

- Back to bowlers list, use the ⋂⋃ keys to choose another player to edit or use ⟲ to select **OK** to close and confirm

- On **OK** press **Enter** key to confirm

EDIT TEAM NAME - HANDICAP

REMARKS
The changes for official team names and handicap are temporary only and will not be imported into the BLS league; any manual changes of these fields, need to be brought to the attention of the league secretary to modify in BLS manually.

- **Joystick:** press **Enter**, move on the **Edit bowler** tab and press **Enter** to confirm

- **Keyboard:** use the shortcut key **Edit bowler** on the keyboard or press **Enter**, use arrows to move to the **edit bowler** tab and press **Enter** to confirm

As a default, the selection is on the **CANCEL** button:

- Use the RIGHT ⟳ key to move onto the player and Team fields

- Use ⋂⋃ keys to move on the line of the player that needs to be **Edited**

Use the ⟲⟳⋂⋃ keys to select the TEAM Name field

Type new name from keypad or press ENTER to edit

- Type the new **Team name** using the letters key
- Press **Enter** to confirm

Use the ⟳ key to select the TEAM Handicap field

Type new handicap from keypad or press ENTER to edit

- Type the new **Team Handicap** using the number keys
- Press **Enter** to confirm

Move right to start edit or press ENTER to confirm

- Back to the bowler's list, use ⟲ to select **OK** to close and confirm

- On **OK** press **Enter** key to confirm

Appendix: Setup the BLS software

<table>
<tr><td align="center">WARNING</td></tr>
<tr><td>BLS needs a folder for importing/exporting the scores file. On the Main Desk (Server), create a sub-folder named IMPEXP in the folder C:\Program Files\Steltronic\Focus
This folder on the Main Desk must be shared on the network, with full access for all network users.
For further details please Contact Steltronic customer service.</td></tr>
</table>

FIRST LAUNCH OF THE BLS PROGRAM

The first operation required is to Activate the program: click on **Register/Activate this program** button to proceed.

NOTE: CDE key code is required.

Fill the form with all the required information received from CDE within the key code.

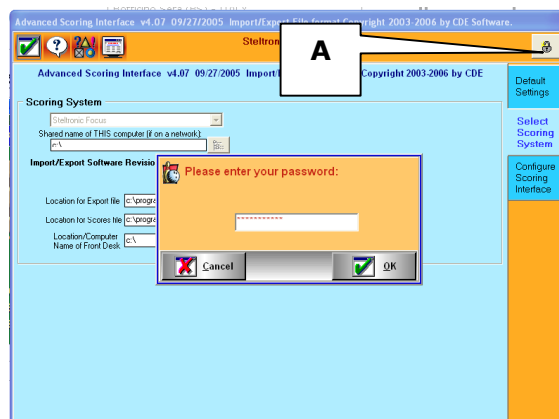Choose **STELTRONIC FOCUS** from the list of available Scoring System.

Click on the **Registration is Valid** button.

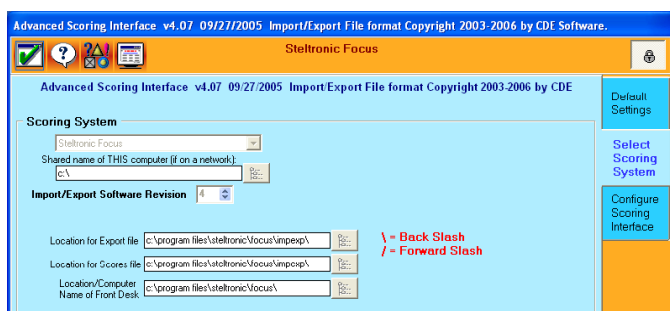# SETUP BLS AUTOMATIC SCORING PARAMETERS

Open the BLS program and click on
A)Registration/Setup & Internet Links
Click on 5:Automatic Scoring Setup

Open the Tab Select Scoring System
Click on [**A**] LOCK icon and enter the password
for unlock the setting: the password is
cdesoftware

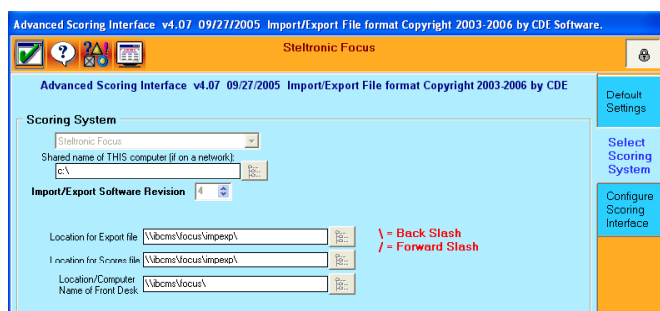## BLS installed on Main Desk

Location for Export File
c:\program files\steltronic\focus\impexp

Location for Scores File
c:\program files\steltronic\focus\impexp

Location/Computer Name of Front Desk
c:\program files\steltronic\focus\

BLS installed on Back Office

Location for Export File
\\IBCMS\focus\impexp

Location for Scores File
\\IBCMS\focus\impexp

Location/Computer Name of Front Desk
\\IBCMS\focus\

If necessary, click on Configure Scoring Interface for modifying other parameters:

- Maximum number of players on a lane
- Can bowl without switching lanes (for open play Style, as a Dutch league)

Note: CDE password required.

Remarks: the unsupported fields will be ignored by the Score.

At the end of any modifications, click on to save and exit.

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